

	LA duty	Lead
Alternative provision (AP)		
11	establish management committees for every pupil referral unit	ADE-W
14	ensure that all children get a suitable education, including the issue of a school attendance order	SM,SSS
60	control how pupils are removed from school with independent scrutiny.	SM,SSS
111	provide careers guidance for pupils in pupil referral units	SM,SSS
191	arrange suitable education for permanently excluded / not receiving suitable education children	SM,SSS
193	make arrangements to support pupils at school with medical conditions	SM,SSS
Special educational needs (SEN)		
5	ensure maintained boarding schools are funded for the cost of board and lodging by parental fees	
9	ensure that children who cannot be in mainstream schools continue to receive full-time education	SM,SSS
16	Identify and assess SEN, making / reviewing EHCPs and a transition plan from age 14	EHC
17	secure SEN provision for pupils with SEN	ADE-W
19	re-affirm eligibility criteria and assess free H to S transport eligibility for low income families	HoTD, E, D&T
42	publish information on the local authority's SEN policies and their implementation	ADE-W
43	pathway planning for the child for the transition to adulthood	EHC
116	provide pupils at boarding academies with the same remission as at maintained boarding school	
117	Enable direct payments for services for special educational needs.	EHC
120	support and involve children and young people with special education needs or disabilities	DCS
121	identify children and young people with special educational needs and disabilities	SM,SSS
122	determine LA responsibility for a child or young person	DCS
123	promote integration / inclusion	DCS
124	keep education and care provision under review	DCS
125	co-operating generally: governing body functions	DCS
126	ensure duties to children and young people with EHC plans are fulfilled	EHC
127	assessment of education, health and care needs	EHC
128	put in place education, health and care plans	EHC
129	preparare draft EHC plans	EHC
130	Finalise EHC plans, including requests for particular school or other institution	EHC
131	finalising EHC plans: no request for particular school or other institution	EHC
132	secure special educational provision and health care provision in accordance with EHC plan	EHC
133	ensure reviews and re-assessments take place as appropriate	EHC
134	release of child or young person from an EHC plan	EHC
135	pay fees for special educational needs provision at non-maintained schools and post 16 institutions	EHC
136	assess post detention education, health and care needs of detained persons	EHC
137	keep EHC plans for detained persons	EHC
138	support pupils with medical condtions	SM,SSS
139	publish a local offer (LO) for the area	IPO(LO)
140	include provision outside the local area in the LO	IPO(LO)
141	involve the parent, and child in developing and reviewing the LO	IPO(LO)
142	include eligibiltity criteria for services, location of advice and complaints about provision	IPO(LO)
143	involve children with SEN and their parents in in planning the content of the LO	IPO(LO)
144	engage a cross section of young people to develop and review the LO	IPO(LO)

	LA duty	Lead
145	ensure partner bodies and agencies co-operate in the development and review of the LO	IPO(LO)
146	ensure that officers co-operate with each other in respect of the LO	IPO(LO)
147	keep the education, training and social care provision under review and sufficient	DCS
148	publish annually comments received about the LO	IPO(LO)
149	publish the LA's reponse to comments received within the LO	IPO(LO)
150	include information about the area specified in SEND regulations	IPO(LO)
151	include in the LO information about areas in section 4.30 of the SEND COP	IPO(LO)
152	set out in the LO SEN and training provision it expects to be available	IPO(LO)
153	in securing funded early years education promote equality of opportunity for disabled children	SSITL
156	Information re education to include the location of establishments catering for children with SEN	IPO(LO)
157	include information in the LO about provision made by health professionals for children with SEN	IPO(LO)
158	work with partner CCGs to ensure relevant information is available through the LO	IPO(LO)
159	include information in the LO about social care services supporting CYP with SEND	IPO(LO)
160	provide an information and advice service for adult care (up to 25)	IPO(LO)
161	provide a range of short breaks for disabled children and young people and their families	AD-C&P
162	publish a short breaks statement on their website and review this on a regular basis	IPO(LO)
163	set out in the LO groups and others supporting parents of SEND children and contact information	IPO(LO)
164	assess on appearance of need as well as on request and have regard to the wellbeing of carers	TRUST
165	decide whether a parent or carer needs support to enable them to support their disabled child	TRUST
166	identify in the LO support to young people to provide a smooth transition from education into employment	IPO(LO)
167	include in the LO information about transport provision up to the age of 25 with an EHC plan	IPO(LO)
168	ensure suitable free travel arrangements are made to facilitate an eligible child's school attendance	HoTD, E, D&T
169	publish an annual transport policy statement to support young people 16-19 and LDD aged up to 25	HoTD, E, D&T
170	include in the LO information about specialised transport and support available for transport costs	IPO(LO)
171	set out in the LO the support available to help CYP with SEND move into adulthood	IPO(LO)
172	include in the LO information about how to request a needs assessment for an EHC plan	IPO(LO)
173	include in the LO information about the option of having a personal budget	IPO(LO)
174	provide in the LO information for parents and CYP about where to get information and advice	IPO(LO)
175	make arrangements for information and advice, tailored appropriately for young people	ADE-W
176	make the LO widely accessible on the website	ADE-W
177	publish arrangements for enabling those without access to the internet to get information	IPO(LO)
178	educate children in accordance with parents' wishes	ADE-W
179	contribute to the spiritual, moral, mental and physical development by sufficient education provision	ADE-W
185	blank	

heat map' key

- high importance, frequent
- high importance, infrequent or as required
- low importance but requires resourcing
- low importance, requires little if any resource
- does not apply